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Guidelines for conferment of the title of docent

Faculty of Educational Sciences

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1. General information

Docent (sometimes referred to as associate professor) is an academic title that indicates a clear higher scholarly expertise than a doctoral degree that is demonstrated through documented independent research skills and teaching skills. Docent is not a job appointment but rather an indicator of scholarly expertise. Being appointed docent should be seen as a step in an academic career. The faculty normally does not appoint individuals as docent who have already retired. The title of docent is conferred in the faculty's subject areas (including any specialisations) and subjects that correspond to the faculty's main focus.

The title of docent may only be conferred if the individual can make a useful contribution to research and education. The conferment of the title of a docent at the Faculty of Educational Sciences at Uppsala University requires an affiliation with the faculty. This requirement is considered met if the applicant:

- has defended their thesis at the faculty *or*
- has a position as a teacher at the faculty *or*
- has permanent collaboration in research or education at the faculty.

In other cases, the relevant professor(s) are to explain how the conferment of the title contributes to the research and education at the faculty.

Individuals interested in being conferred the title of docent should first consult with the head(s) of research at the faculty. Experience has shown that it is best to wait with the application if these consultations result in a recommendation to not apply. The advice not to apply for the title does not, however, prevent the individual from applying.

Individuals who are conferred the title of docent are expected to take on faculty-relevant assignments, such as providing comments, serving as external reviewer and sitting on examining committees, and being able to serve as a doctoral supervisor.

2. Research and teaching criteria

2.1 Research expertise

To be conferred the title of docent requires completion of a doctoral degree or equivalent expertise. Compared with the doctoral dissertation, the applicant is to clearly have broadened their range of research and demonstrated a clear progression. This is demonstrated through a scholarly production that goes beyond the doctoral dissertation and is of high quality. In addition, the application must have actively contributed to the development of the research field and shown development as a researcher.

Scholarly production is judged both in terms of quality and quantity, where the quality criterium is most important. Quantitatively, the production is to be equivalent to an additional dissertation. The following are of special importance when assessing scholarly production:

- ability to achieve originality and demonstrated independence
- a greater depth and breadth compared with the dissertation
- the applicant's scholarly contribution to the research field.

The cited works are to be published or accepted for publication in a form that is accessible for the discipline and is not to have been part of work done in preparation for the individual's dissertation. For accepted manuscripts, attach the publisher's confirmation of the final version.

Emphasis is on the ability to contribute to the scientific discourse both nationally and internationally. Contributing to development of their own disciplinary domain can be demonstrated through such work as participation in research conferences, participation in research projects or authoring reviews of other works.

Useful qualifications are also leadership roles and administrative experience in research organisations. Collaboration with third parties can also be cited.

2.2 Teaching skills

Conferment to the title of docent requires documented teaching experience that is of high quality at undergraduate, master's and/or doctoral levels of at least 300 clock hours. The number of hours and level of teaching is to be confirmed by the director of studies or equivalent. The applicant must also have completed doctoral supervisor training.

As extra qualification, the applicant can cite administrative assignments in the form of planning, development and leadership of teaching, educational projects, development of teaching materials and experience of leadership in academia. Collaboration with third parties can also be cited.

3. Structure of the application

The application and supporting documentation are submitted online through the University's recruitment system. To apply, send an email to utbvet@utbildningsvetenskap.uu.se that specifies the subject in which the applicant wishes to be conferred the title of docent. The responsible faculty administrator will then send a link to the recruitment system through which the applicant submits the application.

The application must include:

- The subject in which the applicant wishes to be conferred the title of docent
- CV
- A list of all scholarly publications
- Presentation of scholarly publications that describes the applicant's activities and development after defence of their doctoral thesis

- Presentation of educational work that describes the applicant's activities and development after defence of their doctoral thesis
- The applicant's doctoral thesis (including any articles included in the dissertation)
- List of cited scholarly publications (max. 10)
  Division of responsibilities for publications where the applicant was not the sole author must be explained.
- Digital versions of all cited scholarly publications are uploaded in the recruitment system (any works that cannot be digitally uploaded are to be sent to the Faculty Office in duplicate)
- Certified copy of certificate of completed doctoral degree
- Certificate from the director of studies confirming high quality teaching (number of hours and levels)
- Certificate of completed doctoral supervisor training.

4. External expert opinion

The external expert is to comment on the applicant's scholarly and teaching skills based on the criteria noted above (sections 2.1 and 2.2). The expert opinion is to encompass about 4 pages (1,600 words) and clearly state if the conferment of docent is recommended or not recommended.

Generative AI tools must not be used in the evaluation of applications during the production of the expert's opinion. Application documents and personal data must therefore not be entered into a generative AI tool.

5. Processing of the application

Once the application has been submitted to the faculty, it is sent to the department, which is asked to submit a written proposal for an expert. The head of department/equivalent is responsible for ensuring that the proposal is submitted after consulting with relevant professors. The expert is to be a professor at another higher education institution who has good insight into the requirements for docent qualifications and can assess the applicants teaching and research skills. The proposed expert is to have declared themselves free of conflicts of interest and accepted the assignment.

The case then goes to the faculty board's working committee, which appoints the expert and decides whether to allow the application to move forward to the external expert review. If the applicant does not meet the basic requirements, the working committee can decide to decline the application. Once the external expert opinion has been submitted, the faculty board determines if the applicant can be conferred the title of docent or not. If doubts exist, there can be additional contact with the external expert.

6. Public lecture

The newly conferred docent is expected to hold a lecture open to the public. Additional information is provided to the newly conferred docent as needed.